NEFIRS NEWS

2004 REPORTS DUE

Thank you to all the departments who have submitted reports in 2004. We appreciate your participation. If you still have reports to submit or haven't sent in your 2004 reports, please do so by February 15, 2005.

Don't forget that we are only accepting NFIRS 5.0 reports. If NFIRS 4.1 reports are submitted we will return them to you and ask that you transfer them to the new reporting system. Your department will not be counted as a reporting department unless we receive NFIRS 5.0 reports.

If you do not have the NFIRS 5.0 forms and manuals, they may be downloaded from our website at www.sfm.state.ne.us. Contact me at (402) 471-9472 or lloyd@sfm.state.ne.us if you have any questions or need help completing a report.

Any department who uses software and emails their data to me will receive an email after I have imported the data letting you know that the file was received and if there were any problems with the data. If you have sent a data file in the last month and have not received an email back from me, please contact me to make sure I received your file. I have a junk mail filter on my email and occasionally some legitimate emails are caught by the filter. Although I review the emails that are filtered out before I delete them it is possible I may have missed your email. Also, as a precaution against viruses, I do not open email from addresses I'm not familiar with especially if there is no subject line. Please be sure to include something in the subject line, e.g., 99001 December NEFIRS reports. This will help me identify your email so it isn't deleted by mistake.

NEW REPORTING REQUIREMENTS

The US Fire Administration has implemented changes to the reporting requirements effective January 1, 2005. Departments using vendor software need to be sure to contact their vendor to obtain the latest version of the software. If you do not have the latest version of the software it may result in your data being rejected as it will not be compatible with Federal reporting requirements.

Departments using the USFA Client Software (aka Data Entry Tool) should be able to upgrade to version 5.3.3 the week of January 17. The first time you login to the system after the new version is available you will be prompted to upgrade. Please be sure you do this.

Some of the changes include:

- Basic Module: A new Location Type, 7 US National Grid will be available. Data will need to be entered in the Cross Street or Directions field and not in the Street or Highway field.
- Basic Module: A new state code, NA Native American Tribal Authority, was added. This code should be used instead of NE if the incident occurred on tribal land.
- Fire Module: The fields Factors Contributing to Ignition and Human Factors Contributing to Ignition are now required fields. This data is very useful in preparing causal statistics.
  - If completing paper reports, please remember to complete these fields even though they will not have a star by them on the version of the forms you currently have.
- Fire Service Casualty Module: The Severity field is now a required field.
- The optional Wildland Fire Module may be used instead of the Fire Module for Incident Types 140-143, 160, 170-173, 631 and 632. Please note that this office requests that you always complete the Wildland Fire Module instead of the Fire Module for these Incident Types.

- Departments may also complete the Fire Module for confined fires (Incident Types 113-118) and for outside rubbish fires (Incident Types 150-155), although it is not required.

REPORTING REMINDERS
NOTE: References to fields and sections are by the names the USFA gave the objects. Some software vendors changed the names and/or locations. Hopefully you will still understand what I am referring to. If not, let me know.

- Don't forget to complete H2 Detector on the Basic Module when completing a report for a confined fire, (Incident Type 113-118), outside rubbish fires (Incident Types 150-155), or other fire (Incident Type 100).
- Do NOT use codes that have (Conversion Only) after them. These codes are exclusively for converting NFIRS 4.1 data to the NFIRS 5.0 format. They are not valid codes to be used in completing a 5.0 incident report. Example: Incident Type 110 is a conversion only code. Use Incident Type 111 instead.
- The exposure number for the original fire must always be 000. If there are exposure fires then additional reports would need to be completed using the same incident number but changing the exposure number to 001, 002, etc. until a report has been completed on each exposure fire.
- Their FDID in section D of the Basic Module (Aid Given or Received) should be completed whenever your department gives mutual aid to another department. The FDID number assigned by the Fire Marshal's Office for the department you gave aid to should be entered in this field and not a code you make up. If you do not know the FDID number you may either contact me or refer to the list available on our website (www.sfm.state.ne.us – click on Lists/Publications-NEFIRS-Miscellaneous-FDID List). If you are not able to get the incident number used by the department you gave aid to leave Their Incident Number blank.
- If your department is canceled enroute to an incident and no one from the department arrives at the scene, the correct Incident Type code is 611 and Action Taken Code is 93. If someone did continue on to the scene to investigate the Incident Type code should be in the 700 series and Action Taken 86. You cannot use Action Taken code 93 with the 700 series of Incident Type codes.